



County of Los Angeles CHIEF EXECUTIVE OFFICE

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Fifth District

September 30, 2013

To: Department Heads

From: William T Fujioka
Chief Executive Officer

OCTOBER 1, 2013 PLANNED UNION ACTIVITIES

As you are aware, we have been negotiating successor Memoranda of Understanding (MOUs) with the various employee unions throughout the summer. These MOUs expire at 11:59 p.m. today (September 30, 2013). While we have been successful in reaching settlement with a majority of the unions in this County, it does not appear this will be the case with Service Employees International Union (SEIU), Local 721.

As such, it is our understanding that SEIU, Local 721 is planning an employee work action for tomorrow (October 1, 2013). While we do not know how many County employees may participate in this activity, I wanted to remind you of the departmental reporting responsibilities to this office.

You must ensure that your department has identified someone to act as the "Work Action Coordinator." It will be the responsibility of this individual to gather information related to the Union's work action and act as the lead in relaying the information to the Chief Executive Office (CEO) Employee Relation's Command Post.

Your departmental Work Action Coordinator is to provide a summary of department's employee absences and operational impact to the CEO Command Post no later than 9 a.m. for day shifts and no later than 6 p.m. for evening shifts (referred to as "work action underway").

Following the initial report, your Work Action Coordinator must provide an update to the Command Post summarizing the on-going and/or cessation of activities in your department (referred to as "work action summary report/update").

"To Enrich Lives Through Effective And Caring Service"

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Detailed instructions on the reporting formats for both of these reports were provided to your Departmental Human Resources Managers via email on September 25, 2013 (subject line: Work Action Contingency Plan – September 25, 2013). Please ensure that your Work Action Coordinators are familiar with these procedures and will report the necessary information to the Command Post in a timely manner.

If you have any questions or concerns regarding the Union's planned activity and/or the Work Action Contingency Plan, please contact Jim Adams at 213-974-2404 or Robie Mack at 213-974-1715.

WTF:BC:JA
RM:mst

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